

# **2022 Commodity Flow Survey**

## **ONLINE SURVEY**

## **INSTRUCTIONS**

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This information is to assist you in responding to the questions in the online 2022 Commodity Flow Survey (CFS).

To complete the CFS online:

1. **Register** OR **sign in** at <https://portal.census.gov>
2. **Add** your authentication code.
3. **Report** by clicking on “REPORT NOW.” You can return to your account over multiple sessions to complete the survey.

For assistance with completing this survey, please sign into your Census Bureau account or call our customer helpline at 1-888-817-2154, Monday through Friday, 8:00 a.m. to 8:00 p.m. Eastern time.

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## ONLINE SURVEY INSTRUCTIONS

### Item A – Contact Information Regarding This Survey

Enter your name, title, phone number, and email address in the event that we have any questions about your responses to this survey.

#### Name and Mailing Address

This will be used for future CFS correspondence when there is no valid email address on file.

#### Shipping Location Information

Verify that the company name and shipping address displayed are correct from where your shipments originate. If any component of the company name and shipping address is incorrect, make the corrections for each address component.

### Item C - Operating Status

What best describes this location's operating status during the designated reporting week. If this location's operating status is described as either temporarily or seasonally inactive and made no outbound shipments during the designated week or reporting period, select "In Operation – No shipping activity during the week".

If the location was sold or acquired, select the "In Operation – Sold or Acquired" box and describe these operations changes in the "Item J - Remarks" section at the end of the survey.

If this location's operating status is described as "Ceased Operation" and made no outbound shipments during the designated reporting week, enter the date the location ceased operation.

### Item D, Part A – Total Number of Outbound Shipments

#### Total Number of Outbound Shipments

An **outbound** shipment is a movement of commodities from your location to another single location, in one trip.

A **single shipment** may have multiple pieces, and go by multiple vehicles, such as unit trains or truck convoys, but only one destination. For example, a full truckload should be counted as a single shipment only if all the commodities on the truck are destined for one location. For a less than truckload (LTL), only that part of the load that is transported from the same origin and is delivered to the same destination in one delivery is counted as one shipment.

On the other hand, commodities sent from your location to multiple destinations constitute **multiple shipments**. Each location on the route to which your commodities are delivered is considered one shipment.

"**Commodities**" refer to items that this location produces, sells, or distributes. Waste products of your location's operation (that have no value for your location) are not considered commodities and should not be reported.

Enter the total number of outbound shipments *for the one-week reporting period displayed*.

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### ***Shipments to Include:***

- Any materials picked up by the customer (“customer pick-up”)
- Only those shipments that were sent from the address listed
- Shipments made from the specified shipping address on behalf of another establishment
- Shipments of commodities of all sizes, by any mode of transportation (e.g., parcels, truck, railroad)
- Any shipment of products from this location to another location of the company that are intended for sale (e.g., products moved from this location to a company warehouse)

### ***Shipments to Exclude:***

- Shipments made from another location other than the specified shipping address
- Internal administrative items such as interoffice memos, payroll checks, business correspondence
- Promotional items sent to potential customers free of charge
- Refuse and waste items such as scrap paper, waste, and recyclable materials unless this location is in the business of selling these materials
- Items moved from this location to another location of the company if not intended for commercial activity (e.g., the transfer of office furniture to be used at another location of this company)

### **Item D, Part B – Total Value of Outbound Shipments**

Enter the total value in dollar amount for the outbound shipments you reported in Item D, Part A. The value should not include freight charges or excise taxes (i.e., report the net selling value, freight on board plant). If the value is not readily available from your records, please estimate.

### **Item E – Hazardous Materials Shipments (See HAZARDOUS MATERIALS SUPPLEMENTAL SECTION)**

### **Item F – Sample of Shipments to Report**

If asked to report a sample of your shipments in the online survey, for the “report xx shipments”, please use all your files that reflect the full range of your location’s shipping activities, regardless of modes of transportation used, type of commodities or products shipped, customers, or destinations.

### **Item F3 - Shipment Characteristics**

- **Shipment ID Number** – Enter the invoice number, shipment number, or some other unique identification number that your location could use to find this particular shipping document if questions arise regarding your report.
- **Shipment Date** – Select the date of the shipment. If shipment date is not available, use the invoice/shipping document date.
- **Shipment Value** – Enter the dollar value, in whole dollars, of the entire shipment. The value should not include freight charges or excise taxes, ie., report the net

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selling value, Freight on Board plant (FOB plant). If the value is not readily available from your records, please estimate.

- **Net Shipment Weight** – Enter the net weight of the total shipment in whole pounds. If net weight is not readily available from your records, please estimate. Convert all other types of measurements to whole pounds. If you are not able to express the weight in pounds, please state in Item J – Remarks, the unit you are reporting in. Estimates are acceptable. Visit the CFS Information for Respondents page for some available commodity weight conversion tables <https://www.census.gov/programs-surveys/cfs/respondent-information.html>.
- **Product or Commodity Description** – Enter a brief description of the commodity shipped. For shipments with more than one commodity, **describe only the commodity with the greatest or heaviest weight**. Mixed freight categories are also available for some commodity groups such as items for grocery and convenience stores (includes food), supplies and food for restaurants and fast-food chains, hardware or plumbing supplies, and office supplies. Do not use trade names, catalog numbers.
- **Climate- or Temperature-Controlled** – A climate-controlled shipment controls the humidity, ventilation, and carbon dioxide levels of the shipment during all phases of transportation. A temperature-controlled shipment is defined as a shipment that needs to be, and is transported in a vehicle, container, or special packaging that regulates, or maintains the required temperature range (e.g. warm, cold, frozen) of the shipment during all phases of transportation.
- **Hazardous Materials** – If the commodity reported is a hazardous material (HAZMAT), enter the 4-digit United Nations (UN) or North American (NA) number. For the Hazardous Materials Descriptions and Codes (CFS-1300) visit the CFS website <https://www.census.gov/programs-surveys/cfs/technical-documentation/questionnaires.html>. For a shipment with multiple commodities or products, if the heaviest item in the shipment is not a HAZMAT, but other commodities in the shipment are HAZMAT, the HAZMAT code should be blank.
- **U.S. Destination or U.S. Port of Exit (POE)** –  
For U.S. shipments, enter the city, state, and ZIP Code of the buyer/receiver's "ship to" address as it appears on the shipping document.  
**For Customer Pick-ups only**, enter the customer's address. If unknown, enter this location's shipping address.

**Important** – For export shipments, report the **U.S. POE** as the U.S. destination city, state, and ZIP Code. The POE is the port, airport, or the border crossing from which the shipment left the U.S.

Note: Shipments to Puerto Rico and U.S. territories are considered exports.

- **Mode(s) of Transport to U.S. Destination** – Enter the code(s) for **all** modes of transport used for the shipment to its U.S. destination. Enter all modes used in the sequence in which the modes are used (e.g., 343).  
Do not use commas (,), dashes (-), or spaces to separate each mode.  
Do not include the export mode of transport– the export mode should be reported in "Export Mode".

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### MODES OF TRANSPORTATION

- **Parcel, U.S.P.S, or courier** – Includes shipments of packages that each weigh 150 pounds or less and are transported by a for-hire carrier.
- **Company-owned truck** – Trucks operated by employees of this location or the buyer/receiver of the shipment. This includes trucks providing dedicated services to this location.
- **For-hire truck** – Shipments by common or contract carriers made under a negotiated rate.
- **Railroad** – Any common carrier or private railroad.
- **Inland water** – Barges, ships, or ferries operating primarily in navigable waters, both within and along the borders of the United States, such as: rivers (examples: the Mississippi River and Saint Lawrence Seaway), lakes, along the shoreline but actually in the ocean (examples: Intracoastal Waterway along the Atlantic and Gulf coasts and the Inside Passage of Alaska), canals, harbors, major bays, and inlets.
- **Great Lakes** – Barges, ships, or ferries operating primarily in the Great Lakes.
- **Deep sea** – Barges, ships, or ferries operating primarily in the open waters of the ocean, outside the borders of the United States.
- **Pipeline** – Movements of petroleum, gas, slurry, etc. through pipelines that extend to other locations or locations beyond the shipper's location. Aqueducts for the movement of water are not included.
- **Air** – Any shipment sent via air mode.
- **Other mode** – Any mode not listed above.
- **Unknown** – Unable to determine the mode of transportation.
- **Customer pick-up** – Any shipment that is picked up at the destination by the customer.

**Note:** Transportation equipment that is "shipped" under its own power, such as boats, barges, ferries, ships, aircraft, trucks, and trains **should be classified with the appropriate mode above**. Transportation equipment shipped under its own power for which an appropriate mode is not listed (e.g., buses, recreational vehicles) should be listed as "**other mode**".

**Export or Foreign Destination** – Only respond if the shipment is an export. Enter the foreign city, country, and postal code of the destination of the shipment. Shipments to Puerto Rico and U.S. territories are considered exports and should be reported here.

**Export Mode** – Only respond if the shipment is an export. Enter the code for the mode of transport by which the shipment left the U.S.

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### HAZARDOUS MATERIALS SUPPLEMENTAL

#### Item E - Hazardous Materials Shipments and Item H2 - Hazardous Materials Roster

**Hazardous material (HAZMAT)** – a substance or material that the Secretary of Transportation has determined is capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and has designated as hazardous under section 5103 of Federal hazardous materials transportation law (49 U.S.C. 5103).

For additional information about classifying hazardous materials, please refer to the Department of Transportation's Check the Box website: [CheckTheBox.dot.gov](https://www.checkthebox.gov). This website provides guidance on the classification and shipping of HAZMAT.

#### Common hazardous materials from [CheckTheBox.dot.gov](https://www.checkthebox.gov).

- Aerosol spray receptacles (e.g., household cleaners, disinfectants, hairspray, spray paint)
- Airbags and airbag inflators
- Alcohols (e.g., rubbing alcohol, high-proof spirits)
- Ammunition and gun powders
- Bleaches
- Camping equipment (e.g., camping stove, kerosene lanterns)
- Car batteries
- Carbon dioxide canisters and cylinders
- Consumer electronics with lithium batteries (e.g., cell phones, laptops)
- Dry ice
- Essential oils (flammable)
- Fertilizer compounds and ammonium nitrate fertilizers
- Fire extinguishers
- Fireworks – consumer and novelty
- Fragrances (e.g., perfumes and colognes)
- Fuels (e.g., gasoline, diesel fuel, propane, kerosene)
- Fuel-powered equipment (containing fuel)
- Hand sanitizer
- Inks (flammable)
- Insecticides and pest control products
- Lighters and matches
- Lithium batteries, including portable chargers and power banks
- Mercury and articles that contain mercury
- Nail polish and nail polish remover
- Oxygen tanks (medical and recreational)
- Paints
- Paint thinners and removers
- Refrigerant gases (e.g., liquid nitrogen or carbon dioxide)
- Scuba tanks
- Smoke detectors
- Swimming pool chemicals
- Wood treatment products (e.g., sealants, stains, varnishes)

This is not a comprehensive list of hazardous materials. Locate the Safety Data Sheet (SDS) prepared by the manufacturer to determine whether a consumer product is HAZMAT. Contact the Hazardous Materials Information Center by telephone at 1-800-467-4922 or by email at [infocntr@dot.gov](mailto:infocntr@dot.gov) for additional compliance assistance.

**Ship** - In this survey, shipping hazardous materials refers to the movement of a hazardous material from the location address specified to another location.

#### Shipments to Include:

- Any hazardous material picked up by the customer ("customer pick-up")
- Only those hazardous material shipments that were sent from the shipping location listed
- Hazardous material shipments made from the specified shipping address on behalf of another establishment

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- Hazardous material shipments of all sizes, by any mode of transportation (e.g., parcels, truck, railroad)
- Any shipment of hazardous materials from this shipping location to another location of the company that are intended for sale (e.g., hazardous material moved from this location to a company warehouse)

### **Shipments to Exclude:**

- Shipments made from another location other than the specified shipping address
- Hazardous waste, unless this location is in the business of selling these materials
- Items moved from this location to another location of the company if not intended for commercial activity

### **Item E - Hazardous Materials Shipments Exceptions (if all shipments were excepted from Department of Transportation (DOT) packaging regulations)**

This option may apply to you if you ship hazardous materials that are excepted from the packaging requirements in the Hazardous Materials Regulations (HMR). Your exception may be due to the hazard class, or because you are shipping in limited or small quantities. Waivers of specific requirements of the HMR may also be authorized by Special Permits or Approvals issued in writing from the U.S. Department of Transportation.

This survey is specifically concerned with packaging referred to as UN Standard Packaging or Specification Packaging. This type of packaging will bear markings that indicate that the packaging has successfully passed required performance tests or has been built to a specific standard (e.g. UN, DOT, AAR). If you fall into the excepted category some of the questions in this survey may not apply.

For more information regarding the authorized packagings for hazardous materials shipments, you may refer to the Hazardous Materials Table in Title 49 of the Code of Federal Regulations (see [Electronic Code of Federal Regulations \(eCFR\) 49 CFR § 172.101](#)).

Contact the Hazardous Materials Information Center by telephone at 1-800-467-4922 or by email at [infocntr@dot.gov](mailto:infocntr@dot.gov) for assistance with the classification of hazardous materials and authorized packagings.



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### Item H5 - Hazardous Materials Shipments Outer Packaging

**Packaging** - a receptacle and any other components or materials necessary for the receptacle to perform its containment function. In the case of combination packaging, or packaging consisting of one or more inner packagings secured in a non-bulk outer packaging, report the outer packaging type only.

#### Packaging Type

#### Examples

- **Drum** - a flat-ended or convex-ended cylindrical packaging made of metal, fiberboard, plastic, plywood, or other suitable materials. This definition also includes packagings of other shapes made of metal or plastic (e.g., round taper-necked packagings or pail-shaped packagings) but does not include cylinders, jerricans, wooden barrels or bulk packagings.
- **Wooden Barrel** - a packaging made of natural wood, of round cross-section, having convex walls, consisting of staves and heads and fitted with hoops.
- **Jerrican** - a metal or plastic packaging of rectangular or polygonal cross-section.
- **Box** - a packaging with complete rectangular or polygonal faces, made of metal, wood, plywood, reconstituted wood, fiberboard, plastic, or other suitable material.
- **Bag** - a flexible packaging made of paper, plastic film, textiles, woven material or other similar materials.



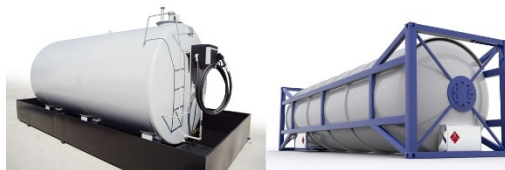
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- **Composite Packaging** - a packaging consisting of an outer packaging and an inner receptacle, so constructed that the inner receptacle and the outer packaging form an integral packaging. Once assembled it remains thereafter an integrated single unit; it is filled, stored, shipped and emptied as such.
- **Intermediate Bulk Container** – (also known as an IBC tote or IBC tank) is a rigid or flexible portable packaging, other than a cylinder or portable tank, which is designed for mechanical handling.
- **Cylinder** - a pressure vessel designed for pressures higher than 40 psia and having a circular cross-section. It does not include a portable tank, multi-unit tank car tank, cargo tank, or tank car.
- **Cargo tank** - a bulk packaging that:
  - (1) Is a tank intended primarily for the carriage of liquids or gases and includes appurtenances, reinforcements, fittings, and closures;
  - (2) Is permanently attached to or forms a part of a motor vehicle, or is not permanently attached to a motor vehicle but which, by reason of its size, construction or attachment to a motor vehicle is loaded or unloaded without being removed from the motor vehicle; and
  - (3) Is not fabricated under a specification for cylinders, intermediate bulk containers, multi-unit tank car tanks, portable tanks, or tank cars.



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- **Portable tank** - a bulk packaging (except a cylinder having a water capacity of 1000 pounds or less) designed primarily to be loaded onto, or on, or temporarily attached to a transport vehicle or ship and equipped with skids, mountings, or accessories to facilitate handling of the tank by mechanical means. It does not include a cargo tank, tank car, multi-unit tank car tank, or trailer carrying 3AX, 3AAX, or 3T cylinders.
- **Tank Car** - a railcar that has a tank for its body for transporting liquids, solids, and liquefied gases, consisting of a shell and heads together with connections welded directly to it.



### Item H6A Performance Oriented Packaging – Average Net Weight

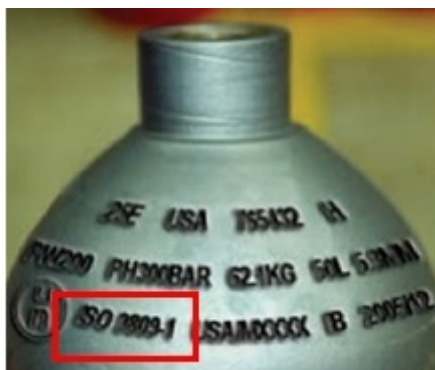
Consider the packaging used the greatest number of times as the one most frequently used, this may or may not be the packaging containing the highest quantity of the hazardous material. For example, if you shipped a 55 gallon drum of a hazardous material 10 times and a 110 gallon drum 8 times, the 55 gallon drum is the most frequently used drum. We are interested in the weight of the hazardous material contained within the 55 gallon drum.

### Item H6A Specification Packaging – Specification Marking

**Specification Marking** - a marking permanently displayed on a container indicating that it was built to conform to a specific standard for shipping hazardous materials.

#### Sample Specification Markings

- **Cylinder** - Specification numbers are marked on the container. Examples: 3AA/3AAX; 3AL; 4BA/4BW; 8/8AL; Specification 39 (non-refillable)

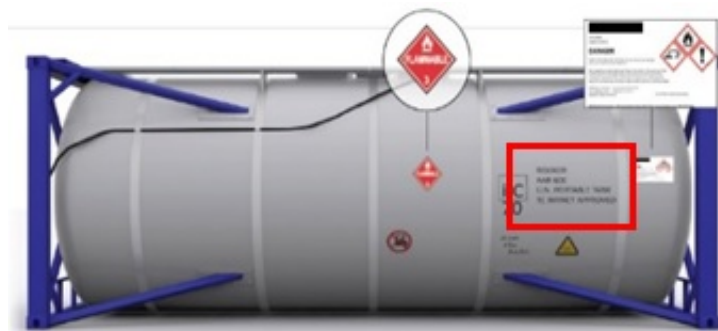


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- **Cargo Tank** – Specification numbers are marked on a metal plate permanently attached to the left side of the tank (plates will be found on the right side for tanks built before July 1, 1985). Examples: DOT 406, 407, 412; MC 331, 338



- **Portable Tank** – Specification numbers are marked either on the portable tank itself or on a metal plate firmly secured to the portable tank. Examples: T11, T50, T75; DOT Specification 60



- **Tank Car** – Specification numbers are stenciled directly on the heads and sides of the tank. Examples: DOT 105, 111, 113, 117





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For more information regarding the authorized packagings for hazardous materials shipments, you may refer to the Hazardous Materials Table in Title 49 of the Code of Federal Regulations (see [Electronic Code of Federal Regulations \(eCFR\) 49 CFR § 172.101](#)).

Contact the Hazardous Materials Information Center by telephone at 1-800-467-4922 or by email at [infocntr@dot.gov](mailto:infocntr@dot.gov) for assistance with the classification of hazardous materials and authorized packagings.

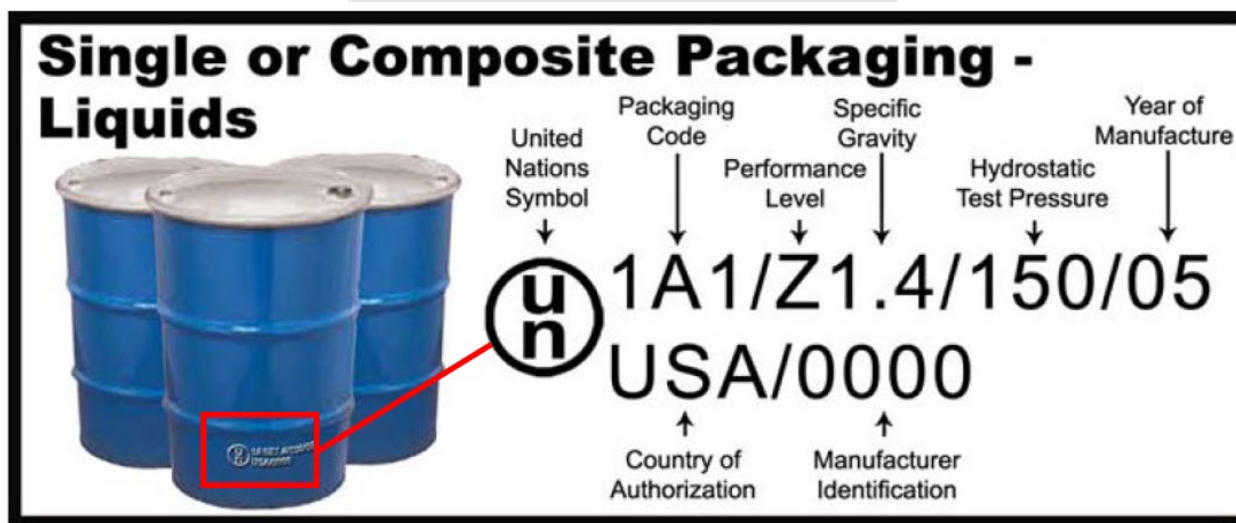
### Item H6B Specification Packaging – Average Net Weight

Consider the packaging used the greatest number of times as the one most frequently used, this may or may not be the packaging containing the highest quantity of the hazardous material. For example, if you shipped a hazardous material in a 2,800 gallon cargo tank 10 times and a 7,500 gallon cargo tank 8 times, the 2,800 gallon cargo tank is the most frequently used cargo tank. We are interested in the weight of the hazardous material contained within the 2,800 gallon cargo tank.

### Item H6D Performance Oriented Packaging – UN Packaging Code

**UN Packaging Code** – a marking permanently displayed on a container indicating that it has passed a series of UN packaging tests and conforms to a UN standard for shipping hazardous materials. The marking describes the characteristics of the packaging being transported.

#### Sample UN Packaging Code Markings



## Single, Combination, or Composite Packaging - Solids



United Nations Symbol →  1A2/Z40/S/05  
 Packaging Code → 1  
 Performance Level → A2  
 Gross Mass in Kilograms → Z40  
 Solids → S  
 Year of Manufacture → 05  
 USA/0000  
 Country of Authorization → USA  
 Manufacturer Identification → 0000


## Combination Packaging



United Nations Symbol →  4GV/X 20/S/05  
 Packaging Code → 4  
 Performance Level → GV  
 Gross Mass in Kilograms → X 20  
 Solids → S  
 Year of Manufacture → 05  
 USA/0000  
 Country of Authorization → USA  
 Manufacturer Identification → 0000

## Intermediate Bulk Containers (IBC)



United Nations Symbol →  31HA1/Y/04 03  
 Packaging Code → 31  
 Performance Level → HA1  
 Month of Manufacture → Y  
 Year of Manufacture → 04 03  
 USA/0000/2400/800  
 Country of Authorization → USA  
 Manufacturer Identification → 0000  
 Stack Test Load → 2400  
 Gross Mass in Kilograms → 800

## ONLINE SURVEY INSTRUCTIONS

Click below, for additional information on Performance Packaging Codes:

[Performance Packaging Codes.pdf](#)

This guide provides information associated with performance packaging as identified in 49 CFR, Part 178. It provides sample markings, codes, tests, approximate conversion factors, and definition of packing group associated with packaging used for hazardous materials shipments.

For more information regarding the authorized packagings for hazardous materials shipments, you may refer to the Hazardous Materials Table in Title 49 of the Code of Federal Regulations (see [Electronic Code of Federal Regulations \(eCFR\) 49 CFR § 172.101](#)).

Contact the Hazardous Materials Information Center by telephone at 1-800-467-4922 or by email at [infocntr@dot.gov](mailto:infocntr@dot.gov) for assistance with the classification of hazardous materials and authorized packagings.

### Item I – Time to Complete Survey

Enter the total time that was needed to complete this survey up to this question. Include the time it took to read the instructions, to gather the information needed, and to enter and verify the data. Also, include time by all staff who contributed to completing the survey. If completing this survey took one hour and thirty minutes, enter “1” in the box before “Hours” and “30” in the box before “Minutes”.

### Item J – Remarks

Use this space for your remarks, for clarifying your responses, for stating any critical business changes that have recently occurred or are forthcoming (e.g., closures, plant renovations, merges, etc.), for any data information that was not reported as requested (for example, “shipment weight” was reported in gallons, not pounds), or for providing feedback on this questionnaire.